

Department of Energy National Nuclear Security Administration Service Center



April 20, 2004

To All Prospective Offerors:

Subject: Amendment 002 to DE-RP52-04NA99615

The purpose of this letter is to highlight the significant changes in the RFP. Offerors are strongly encouraged to review the subject amendment which revises the instructions to the offerors and evaluation section of the RFP. Changes have been made to the instructions, and evaluation for Stage 1 and Stage 3. The anticipated date for the notice to proceed to Stage 2 has been changed to on or about June 1, 2004. There have been no other changes to Stage 2 or other section of the RFP.

Offerors who have previously submitted a proposal may elect to submit a new Stage 1 proposal, amend their Stage 1 proposal or withdraw from the competition. Offerors electing to withdraw from competition may do so by submitting their request on company letterhead to the Contracting Officer. Offerors who have not previously submitted a proposal and would now like to do so, are welcome to submit an offer in accordance with the requirements stated in the RFP and its amendments.

Sincerely,

Aundra Richards

Contracting Officer

Kichaue

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE			PAGE OF PAGES	
AMENDMENT/MODIFICATION NO. 3. EFFECTIVE DATE			4. REQUISITION/PURCHASE REQ. NO		REQ. NO.	5. PROJECT NO. (if applicable)		
6. ISSUED BY CODE	4/20/2004		No PR 7. ADMINISTERED BY (if other than item 6) CODE					
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reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE Place DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such								
change may be made by telegram or letter, prov			•		•	-		•
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12. ACCOUNTING AND APPROPRIATION	ON DATA (if required)							
13.	THIS ITEM APPLIES IT MODIFIES THE CO	ONLY TO MODIFICA ONTRACT/ORDER NO				S,		
A. THIS CHANGE ORDER IS ISSUED	PURSUANT TO: (Specify	fy authority) THE CHANGI	ES SET FOF	RTH IN ITE	M 14 ARE MAD	E IN THE CON	TRACT NO.	IN ITEM 10A.
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITME 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).								
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:								
D. OTHER (Specify type of modification and authority)								
F. IMPORTANT: Contractor is not in required to sign this decument and return assists to this issuing office.								
E. IMPORTANT: Contractor is not, is required to sign this document and return copies to this issuing office. 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)								
14. DESCRIPTION OF AMENDMENTANION (Organized by OOF Section Headings, Including Sunctanion/Contract Subject matter where reasine.)								
See attached pages 2 - 9								
Except as provided herein, all terms and condition	ons of the document refere							
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NSN 7540-01-152-8070 PREVIOUS EDITION UNUSABLE

(Signature or person authorized to sign)

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(Signature of Contracting officer)

STANDARD FORM 30 (REV. 1083)

Prescribed by GSA

FAR (48 CFR) 53-243

III.2 Addendum to III.1, 52.212-1—Instructions to Offerors—Commercial Items

A. Three-Stage Competition:

- (1) Offerors will be required to compete in three stages.
 - i. The Equipment Proposal;
 - ii. Performance Test of Equipment; and
 - iii. Price Proposal and Business/Technical Proposal.
- (2) Each stage has specific requirements and due dates. At the conclusion of each stage, offerors will be notified of their evaluation results and successful offerors will be provided invitations to and instructions for the next stage.
- (3) All documents are to be formatted using 8.5 x 11 inch paper with one-inch margins on all sides. Font size shall not be smaller than 12 point. There is no page number limitation.
- (4) In order to further the Government policy of maximizing electronic commerce and making the acquisition process optimally effective, all offer documents must be submitted via the Department of Energy's e-Center located at: http://doe-iips.pr.doe.gov/ This medium will be used exclusively and will be the sole method for submitting the documents required under Stage 1 and Stage 3 of the proposal process. Stage 2, Performance Test, will require delivery of equipment to Los Alamos National Laboratory.

NOTE: Only Stage 1 Equipment Proposal documents are requested by May 10, 2004 at 4:00pm

Pacific Standard Time. Only offerors who successfully demonstrate an appropriate commercially available product line capable of meeting the performance requirements, for at least two of the three monitor types being acquired by this solicitation (i.e. pedestrian, vehicle or rail) will be invited to Stage 2, Performance Testing.

- B. Submission of Offers, STAGE ONE EQUIPMENT PROPOSAL (due by May 10, 2004 at 4:00pm PST)
 - (1) Offeror information. Offerors shall provide the following information in Stage One:
 - a. The name, address, and telephone number of the offeror's contract administrator
 - b. The name, address, telephone number, and signature of the offeror's authorized representative.
 - c. Offeror's facsimile (fax) number
 - d. Statement concerning consent for the use of non-Governmental reviewers during the review process.
 - (2) Commercial Equipment. Offeror must show that equipment proposed is of their commercially available product line. Past sales are not required. Documentation may include, but is not limited to:
 - a. Copies of product brochures or
 - b. Copies of advertisements or
 - c. Copies of invoices demonstrating commercial sale of proposed equipment (redacted as appropriate) or

d. Copies of contracts demonstrating commercial sale of proposed equipment (redacted as appropriate).

(3) Description and Demonstration Offeror's Proposed Equipment

- a. List; by name and/or model number, dual channel (neutron /gamma detection) radiation equipment the offeror proposes to meet the requirement. The offeror must propose equipment for at least two of the three monitor types being acquired by this solicitation to be eligible for award.
- b. Provide mounting instructions / requirements necessary for performance testing at Los Alamos National Laboratory (LANL).
- c. Completed Vendor Response Checklist, Attachment D (downloadable from IIPS as MS Word Document), including a brief description of how the equipment meets the specification and if necessary, a description of proposed minor geometric or configuration changes to meet the specification. A separate checklist must be completed for each monitor type proposed (i.e. pedestrian, vehicle and rail).

C. <u>Submission of Offers, STAGE TWO – PERFORMANCE TESTING AT LANL – (Due: To be determined)</u>

- 1. Offerors who successful complete Stage 1 of the evaluation process will be invited to submit equipment for testing. The invitation, instructions, and schedule will be faxed on or about June 1, 2004 to the number provided in the Equipment Proposal (III.2.B above). Offerors will have no less than 30 calendar days to deliver equipment to Los Alamos National Laboratory (LANL). The Government and LANL will maintain control over the test schedule and will determine the date and order in which equipment is tested. The Government may elect to test the equipment of all small businesses before testing any large business offeror equipment in order to expedite the small business set aside determination. Should two or more small businesses successfully complete Stage 2 the Government may invite those small businesses to proceed to Stage 3 while large businesses are still undergoing Stage 2 Performance Testing. This is to mitigate potential costs to the large businesses should this procurement be set aside for small businesses. In accordance with Federal Acquisition Regulation (FAR) Part 19.502-2, if two or more small businesses are determined capable of satisfying the government's requirement by successfully completing all three stages of the proposal and evaluation process, this acquisition will be set aside for small business. Large businesses will be permitted to continue with the Stage 2 testing under the same terms and conditions and will receive certification of their test results.
- 2. Offerors may elect, at offeror's expense, to send up to two representatives to assist in equipment set up prior to testing and to assist in the removal of offeror's equipment at the conclusion of testing. Offeror representatives may not be present during actual testing. Foreign nationals are not permitted at the test site at any time. Offeror representative participation is at offeror's discretion and expense and is not mandatory.
- 3. Offerors are responsible for all costs associated with the delivery and return of equipment to and from Los Alamos National Laboratory and any costs for offeror representative participation. There is no cost for testing.
- 4. Offerors are prohibited from shipping any equipment to Los Alamos National Laboratory prior to successful completion of Stage 1 and receipt of the invitation, instructions, and schedule.
 - a. <u>Submission of Equipment</u>. Offerors are encouraged to submit one each of the pedestrian, vehicle, and rail monitors for performance testing but must submit at

least two of the three monitor types. Each monitor must be complete and standalone. Sharing or transferring parts/components between monitors will not be permitted. Failure to submit at least two of the monitor types by the date specified in the invitation will result in elimination from further consideration. Monitors not submitted by the date specified will not be eligible for testing.

- b. Notice of Intent to Participate. Offerors shall notify the Contracting Officer in writing of their intent to have their representative(s) assist in the set up and removal of offeror's equipment. Offerors may designate up to two representatives. The notice shall be due at least 10 days prior to offeror's scheduled test date. The notice shall include:
 - (1) Name, Address, and telephone number of Offeror
 - (2) Full names of Offeror's representatives
 - (3) Business telephone, address, and email address of the representative(s)
 - (4) Current position held by representative(s)
 - (5) Social Security Number
 - (6) Date of Birth
 - (7) Citizenship
- c. Set up and Testing. The Offeror's representative(s) must report to the testing facility as scheduled. Tests will not be rescheduled or repeated due to the unavailability of offeror's representative(s) to report as scheduled. The government makes no assurances that testing schedule change requests will be honored. Performance tests will be conducted as described in the Specifications and the Test Verification Data Sheet. Offeror representative(s) may be present only during set up and removal of equipment and not during actual testing. Foreign nationals may not enter the testing facility at any time. Test results will not be released to offerors or their representatives at the test site.

D. <u>Submission of Offers - STAGE 3 – PRICE PROPOSAL AND BUSINESS/TECHNICAL PROPOSAL</u> (Due: to be determined)

1. Offerors who have successfully completed Stage 2 will be invited to submit a Price Proposal and Business/Technical Proposal. Invitations will be faxed to the number provided in the Equipment Proposal (B(1) c. above). Offerors will be required to submit their Price Proposal and Business/Technical Proposal within 15 working days of the date the invitation is faxed.

The offeror's Business/Technical Proposal shall include the following sections in the order listed (the major headings may be subdivided or supplemented by the offeror as appropriate):

- (1) Table of Contents
- (2) List of Tables and Figures
- (3) Technical Discussion
- (4) Other Pertinent Information
- (5) Technical Deviations and Exceptions
- (6) Business Proposal

The Technical Discussion Section shall contain the major portion of the business/technical proposal. It should clearly address each of the Evaluation Criteria as set forth in III.3, including the listed sub-criteria, and shall be divided into sections corresponding to the order of the Evaluation Criteria.

The offeror must respond to each criterion with as much detail as practical. Proposals should be specific and complete. The proposal should be simple and economical, utilizing

a straightforward, concise approach. Legibility, clarity, and coherence are important. Simply stating that the offeror understands and will provide the requirements is not adequate. Similarly, phrases such as "standard procedures will be employed" or "well-known technique will be used" are also inadequate. Each area of the Technical Discussion Section of the offeror's proposal must be clearly marked to indicate the specific criterion being addressed. Additional guidance is provided for each technical criterion. Except for past performance, proposals shall be evaluated only on the basis of the information provided.

- a. At a minimum the Offeror's Technical Discussion section of the proposal shall include the following:
 - (1) Capabilities of the Offeror. Describe offerors manufacturing facilities, demonstrate production capability, past manufacturing experience and financial capability.
 - (a) Describe offeror's facilities.
 - (b) Demonstrate in units per month, maximum available production capacity for each monitor type (pedestrian, vehicle, and rail) individually and cumulatively. Offeror shall provide capacity expected at the time of award and capacity expected at 4 months post award.
 - (c) Describe offeror's experience in the manufacture and production of neutron and gamma radiation detection equipment. Provide information that demonstrates the depth and breadth of offeror's experience as it relates to the manufacture and production of the equipment sought under this solicitation. Include time (in months and years) offeror has been in the business of manufacturing neutron and gamma radiation detection equipment. Describe the products, quantities produced, and the intended end use of offeror's equipment.
 - (d) Financial Capability. Offeror shall provide documentation demonstrating its financial ability to deliver proposed monitors in the quantities described in (b) above.
 - (2) Quality Assurance.
 - (a) Provide offeror's quality assurance plan and programmatic approach to quality assurance and implementation.
 - (b) Provide offeror's Mean-Time-Between-Failure data for the proposed equipment.
- b. In accordance with III.I, Instructions to Offerors, the Offeror's Business Proposal section of the proposal shall include all information described in paragraphs (b) and (j) of that section. Electronic submission through the IIPS is required and constitutes a signed and dated offer.
- c. Past Performance Information. Offerors shall submit a list of all contracts and subcontracts completed in the last 3 years that are similar in nature to this requirement. Include the following information for each contract and subcontract listed:
 - 1) Name of contracting activity.
 - 2) Contract number.
 - 3) Contract title.
 - 4) Contract type.
 - 5) Brief description of contract or subcontract and relevance to this requirement.
 - 6) Total contract value.
 - 7) Period of performance.
- 2. Price Proposal. Pricing for SNM Monitors shall be provided on the Addenda to the SF 1449. Font size shall not be smaller than 12 point. Pricing shall include the offeror's

best price for each of the radiation detection monitors: Pedestrian, Vehicle, and Rail. Offerors may elect to provide alternate price break quantities in addition to those already stated on the Addenda to SF1449: Supplies or Services and Price/Cost. In accordance with FAR 52.215-20, the offeror shall submit, at a minimum, information on prices at which the same item or similar items have previously been sold in the commercial market that is adequate for evaluating the reasonableness of the price for this acquisition. OFFERORS ELECTING TO PROPOSE ONLY TWO MONITOR TYPES MAY DO SO AT THEIR DISCRETION BY ANNOTATING ON THE SF1449 ADDENDA. IF TWO OR MORE OFFERORS PROPOSING ALL THREE MONITOR TYPES PASS STAGES 1, 2 & 3, OFFERORS PROPOSING ONLY TWO TYPES OF MONITORS MAY BE REMOVED FROM THE COMPETIVE RANGE.

III.3 52.212-2 -- Evaluation -- Commercial Items (JAN 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

SEE FOLLOWING ADDENDA in Clause III.3

- (b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).
- (c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

III.4 Addendum to III.3, 52.212-2 Evaluation – Commercial Items

- A. Proposals will be submitted and evaluated in three stages:
 - Stage 1 Equipment proposal evaluation. The Equipment Proposal evaluation will be rated demonstrated / not demonstrated.
 - Stage 2 Submission of equipment for performance testing. Performance testing evaluation will be rated pass/fail.
 - Stage 3 Price Proposal and Business/Technical Proposal. The Busienss/Technical Proposal will be adjectively rated and point scored. Price will not be adjectively rated nor point scored, but will be evaluated to determine price reasonableness in order to determine best value.

Only those offerors who successfully complete each stage will be invited to participate in the next stage. OFFERORS ELECTING TO PROPOSE ONLY TWO MONITOR TYPES MAY DO SO AT THEIR DISCRETION. IF TWO OR MORE OFFERORS PROPOSING ALL THREE MONITOR TYPES PASS STAGES 1, 2 & 3, OFFERORS PROPOSING ONLY TWO TYPES OF MONITORS MAY BE REMOVED FROM THE COMPETIVE RANGE.

B. Offerors should recognize that the determination of the competitive range will be made upon an evaluation of written proposals, performance testing, price and independent inquiries with regard to Past Performance. Pursuant to FAR 15.306(c)(2) the competitive range will be limited to greatest number of proposals that will permit an efficient competition among the most highly rated proposals.

- C. THE GOVERNMENT INTENDS TO AWARD A CONTRACT BASED ON THE INITIAL OFFERS RECEIVED, WITHOUT DISCUSSION OF SUCH OFFERS. Accordingly, each offeror should submit their proposal to the Government using the most favorable terms from a technical and price standpoint. The Contracting Officer may conduct written or oral discussions with any or all of the offerors if award on the basis of initial offers is determined not to be in the Government's best interest. If written or oral discussions are conducted, the Government will seek revised proposals from offerors within the competitive range
- D. The SLD Program desires all equipment installed at a given site to be of the same manufacturer to better manage training, maintenance, and spare parts requirements. As a result, the Program intends to select offerors capable of providing all three monitor types sought under this solicitation. However, at the end of the evaluation process, if there are less than two vendors that can provide all three types of monitors that meet the SLD Program performance criteria, *and* there are additional vendors with the ability to produce two of the three monitor types, in any combination, the SLD Program may exercise a prerogative to select a combination of vendors most advantageous to meeting SLD Program objectives. That may result in award to the single offeror of all three types of monitors or award to a combination of offerors.
- E. Award will be made to the responsible offeror(s), whose proposal(s) is (are) responsive to the solicitation and determined to be the best value to the Government. Selection of the best value to the Government will be achieved through a process of evaluating each offeror's proposal against the Evaluation Factors described below. In determining the best value to the Government, the Equipment, Performance, and Business/Technical Proposal factors are significantly more important than price. The Government is more concerned with obtaining a superior /Equipment, Performance, and Business/Technical proposal than making an award at the lowest evaluated price. However, the Government will not make an award at a price premium it considers disproportionate to the benefits associated with the evaluated superiority of one Equipment, Performance, or Business/Technical proposal over another. Thus, to the extent that offerors' Equipment, Performance, and Busienss/Technical Capabilities proposals are evaluated as close or similar in merit, the evaluated price is more likely to be a determining factor
- F. In conducting evaluation of proposals and performance testing of equipment, the Government will utilize technical assistance and advice from qualified professional and scientific personnel both within and outside the Government. "Outside the Government" personnel will include contractor personnel from DOE/NNSA National Laboratories approved by the Government. In view of the possibility of DOE going outside the Government for evaluation assistance, offerors are requested to state on the cover of their proposals that consent is or is not given for such "outside the Government" personnel to have access to their proposals. The offeror is advised that NNSA may be unable to give full consideration to a proposal submitted without such consent. Proposal information disclosed outside the Government shall be treated in accordance with the policies and procedures set forth in Subsection 927.7000 of the DOE Acquisition Regulation.
- G. Final ratings and awards will be the sole responsibility of officers and employees of the Department of Energy National Nuclear Security Administration. There is no commitment on the part of NNSA to make any award, or any particular number of awards, or to make an award or awards that, in the aggregate, total to any particular sum.

EVALUATION CRITERIA

A. STAGE 1 - EVALUATION OF THE EQUIPMENT PROPOSAL

Each of the criteria in this category is of equal importance and each will be rated as either demonstrated or not demonstrated. In order for offerors to successfully pass Stage 1, the Equipment Proposal must demonstrate each of the following:

1. Criterion 1 – Commercial Availability of Dual Channel Monitors

The vendor manufactures dual channel (neutron/gamma detection) radiation equipment that is commercially available, including pedestrian and vehicle portal monitors.

2. Criterion 2 – Performance Specifications

Proposed equipment includes at least two of the three dual channel pedestrian, vehicle, and rail monitors (minor modifications are permitted in order to meet the performance specification) that meet the requirements of the performance specification as demonstrated by responses to the Vendor Response Checklist/Technical Proposal

B. STAGE 2 – PERFORMANCE TESTING

Offerors qualified to proceed to Stage 2 shall provide one each of their pedestrian, vehicle, and rail monitors for performance testing with Special Nuclear Material (SNM) at Los Alamos National Laboratory. Each criterion in this category is equally important and each will be rated pass/fail. In order for offerors to successfully complete Stage 2, offeror must receive a rating of "pass" on each criterion.

1. Criterion 1

Offeror submitted, to Los Alamos National Laboratory on or before the date specified, one radiation portal monitor for at least two of the three monitor types being acquired by this solicitation.

2. Criterion 2

Each monitor submitted to Los Alamos National Laboratory was fully self-contained and complete (no shared components or parts).

Criterion 3

Offeror submitted equipment meets the SLD standard as demonstrated by receiving a "pass" on each performance element described in Attachment B, Special Nuclear Material Monitor Specifications.

C. STAGE 3 – EVALUATION OF BUSINESS/TECHNICAL PROPOSAL AND PRICE PROPOSAL

Offerors successfully passing the requirements of Stages 1 and 2 will be adjectively rated in accordance with the criteria stated below. Criteria are listed in descending order of importance.

1. Criterion 1 – Capabilities of the Offeror

Manufacturing facilities, production capability, past manufacturing experience and financial capability will be evaluated to determine manufacture's ability to meet SLD Program needs and schedules. The government may visit offeror's facilities in making this assessment. (Subcriterions 1A and 1B are of equal importance. Subcriterions 1C and 1D are of equal importance. Subcriterions 1A and 1B are more important that subcriterions 1C and 1D.)

- Subcriterion 1A Manufacturing facilities will be evaluated to the extent to which the manufacturing infrastructure and facilities are adequate for successful contract performance.
- Subcriterion 1B Production capability/capacity will be evaluated to determine manufacturer's ability to produce radiation detection portal monitors. Offeror's must demonstrate the ability to produce at least 15 radiation detection portal monitors per month in any combination.
- Subcriterion 1C Past manufacturing experience will be evaluated on the nature and extent of the offeror's experience in the manufacture and production of neutron and gamma radiation detection equipment.

• Subcriterion 1D – The offeror's financial capability will be evaluated to assess the extent to which the offeror has adequate financial resources and or creditworthiness necessary for successful contract performance.

2. Criterion 2 – Quality Assurance.

The offeror's quality assurance plan and approach to quality assurance and mean time between failure data will be evaluated. Subcriterion 2A is more important than 2B.

- Subcriterion 2A Quality Assurance Plan and program will be evaluated to assess the degree to which the offeror's quality assurance program and approach assures the successful production of reliable equipment.
- Subcriterion 2B Mean-Time-Between-Failure Data will be evaluated to assess the reliability of the offerors' equipment performance over time.

3. Criterion 3 – Past Performance

Past performance will be used for both responsibility determinations and as a factor against which offerors' relative ratings will be compared to ensure the best value to the Government. Each offeror submitting a technically acceptable proposal shall be evaluated on performance under existing and prior (within the past 3 years) contracts/subcontracts/orders for similar items supplied as described in the Statement of Work for this requirement.

The Government may contact references other than those identified by the offeror and the information received may be used in the evaluation of the offeror's past performance.

Past Performance will be evaluated on the extent of the offeror's:

- Quality of Service compliance with contract requirements accuracy of reports technical excellence.
- Timeliness of Performance met milestones reliable responsive to technical direction completed on time, including wrap-up and contract administration - no liquidated damages assessed.
- c. Cost Control within budget current accurate and complete billings relationship of negotiated costs to actuals cost efficiencies.
- d. Business Relations effective management reasonable/cooperative behavior flexible effective contractor recommended solutions business-like concern for government's interests works well in team environment with other contractors.
- e. Customer Satisfaction satisfaction of end users with the contractor's product/service.
- f. Receipt of widely recognized quality awards or certifications

D. PRICE

Prices will be evaluated for price reasonableness in order to determine best value. Although price will not be scored, it can be the determining factor between proposals within the competitive range.